

THERESA LIBRARY BOARD MEETING

SEPTEMBER 14, 2021

Present:

Tracy Hudon, President
Michaela Schied, Vice-President
Joan Kilcer
Theresa Leeson

Also in attendance:

Kristy Perry, Library Director

Call to Order:

The meeting was called to order at 7:00 p.m by President Tracy Hudon.

Regular business:

Motion to approve the August minutes: Joan; Second: Theresa.
Approved: Yes - 4; No - 0.

Approval of Expenditures:

The Bills Were Passed As Follows:

#	Claimant:	\$ Amount:
373	Village of Theresa	43.64
402	Baker & Taylor	466.85
403	Krafft Cleaning Service	543.00
404	Kristy Perry	73.32
405	Kristy Perry	275.00
406	Route 37 Building Supply, Inc	22.03
407	Time Warner Cable	101.98
408	Verizon	34.20
409	W.B. Mason Co., Inc.	209.96

Motion to approve the bills: Theresa; Second: Joan.
Approved: Yes - 4; No - 0.

Report of Librarian:

1. We received \$50 from former Board Member Paul Hornak. Kristy will send a thank you note and update on library activities.
2. Kristy promoted the pumpkin decorating contest at Jezi's. We have budgeted \$4 pumpkins for 25 people.

3. The display cabinets in the museum need longer locks. Kristy can purchase a set of 10 for \$25. We also want to put clear mats under the computer desks to protect the carpet and make it easier to clean once leaves and snow start getting tracked in. Kristy contacted the town, but they have not responded. We may need to move the computer desks ourselves, as they appear to be very busy.
4. Next year's summer reading supplies have been ordered. That will save us money next year.
5. The laptop for Kristy has been ordered from NCLS, and a scanner will also be ordered soon.
6. Kristy attended the back to school event at Jezi's on August 29 from 10-2. She handed out school bus crafts. Both library patrons and non-patrons participated.
7. Kristy has an idea for a costume swap - this may be something to consider once COVID settles down.
8. The village police officer Phelps stopped in to chat with Kristy. He recommended STAT if we want to use a security company, and he also mentioned that he was aware of the book sale visitors.
9. Security concerns - plastic windows have been taken, garbage dumped, neighbor disputes. Once we have a system in place, we should post a sign stating people are being captured on camera.
10. Kristy shared a camera policy.
11. We will be closed the 24-28 of December. (maybe open 28 if we can get a sub?)

Correspondence

NONE

Old Business:

1. Library inspection - we still have not heard about a new inspection date from Terry McKeever.
2. Kristy can put in a voucher for a prepaid gift card to cover programming supplies.
3. Covid supplies - Kristy will check with NCLS to see if they still have any, then Amazon for bulk options.
4. Cleaning - Tracy B. is unavailable for the job.
5. Community survey - Tabled
6. Book club - will be Sept. 28.
7. Library repairs - we have sent the scope of work to the town, but no bids yet.
8. Security - we need to get some quotes on what a company might cost us

New Business:

1. Budget - completed. Budget will be sent to town before their October meeting.

Motion to approve the 2022 Tentative Budget: Theresa; Second: Tracy.
Approved: Yes - 4; No - 0.

2. Construction - tabled
3. New board member -

Motion to appoint Pam Brown as a member of the Theresa Free Library Board of Trustees: Theresa;
Second: Joan.
Approved: Yes - 4; No - 0.

4. Policies for museum - tabled
5. NCLS plan -

Motion to approve the NCLS plan of service: Mickey; Second: Theresa.
Approved: Yes - 4; No - 0.

6. Election of officers -

Motion to reappoint Tracy Hudon as President and Mickey Schied as Vice President for 2022: Joan;
Second: Theresa.
Approved: Yes - 4; No - 0.

Adjournment:

Motion to adjourn: Theresa; Second: Joan.
Approved: Yes - 4; No - 0.

Meeting was adjourned at 8:39.

Respectfully submitted,

Michaela Schied
Vice-President
Board of Trustees